

STATE OF CALIFORNIA
Budget Change Proposal - Cover Sheet
DF-46 (REV 08/16)

Fiscal Year 2017-18	Business Unit 5225	Department California Department of Corrections and Rehabilitation	Priority No. 003
Budget Request Name 5225-101-BCP-2017-GB		Program VARIOUS	Subprogram VARIOUS

Budget Request Description
Video Surveillance Pilot Program

Budget Request Summary

The California Department of Corrections and Rehabilitation requests \$11.732 million General Fund (\$10.516 million one-time) beginning in 2017-18 to implement a comprehensive video surveillance pilot program at the Central California Women's Facility and High Desert State Prison. This request includes funding for 4 one-year limited-term positions.

Requires Legislation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Code Section(s) to be Added/Amended/Repealed	
Does this BCP contain information technology (IT) components? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, departmental Chief Information Officer must sign.</i>	Department CIO Russell J. Nichols	Date
For IT requests, specify the project number, the most recent project approval document (FSR, SPR, S1BA, S2AA, S3SD, S4PRA), and the approval date. Project No. 5225-170 Project Approval Document: Stage 2 Alternative Analysis Approval Date: 01/10/17		

If proposal affects another department, does other department concur with proposal? ☐ Yes ☐ No
Attach comments of affected department, signed and dated by the department director or designee.

Prepared By Mikel Chick	Date	Reviewed By Jason Lopez	Date
Department Director Kathleen Allison	Date	Agency Secretary Scott Kernan	Date

Department of Finance Use Only

Additional Review: <input type="checkbox"/> Capital Outlay <input type="checkbox"/> ITCU <input type="checkbox"/> FSCU <input type="checkbox"/> OSAE <input type="checkbox"/> CALSTARS <input type="checkbox"/> Dept. of Technology	
BCP Type: <input type="checkbox"/> Policy <input checked="" type="checkbox"/> Workload Budget per Government Code 13308.05	
PPBA Original Signed By: Joshua Gauger	Date submitted to the Legislature 1.10.17

BCP Fiscal Detail Sheet

BCP Title: Video Surveillance Pilot Program

BR Name: 5225-101-BCP-2017-GB

Budget Request Summary

	FY17					
	CY	BY	BY+1	BY+2	BY+3	BY+4
Salaries and Wages						
Earnings - Permanent	0	308	0	0	0	0
Overtime/Other	0	244	0	0	0	0
Total Salaries and Wages	\$0	\$552	\$0	\$0	\$0	\$0
Total Staff Benefits	0	173	0	0	0	0
Total Personal Services	\$0	\$725	\$0	\$0	\$0	\$0
Operating Expenses and Equipment						
5301 - General Expense	0	137	13	13	13	13
5302 - Printing	0	2	0	0	0	0
5304 - Communications	0	5,050	0	0	0	0
5306 - Postage	0	1	0	0	0	0
5320 - Travel: In-State	0	31	0	0	0	0
5322 - Training	0	129	0	0	0	0
5326 - Utilities	0	100	100	100	100	100
5340 - Consulting and Professional Services - External	0	1,408	0	0	0	0
5340 - Consulting and Professional Services - Interdepartmental	0	1	0	0	0	0
5346 - Information Technology	0	4,137	1,103	1,103	1,105	1,106
5368 - Non-Capital Asset Purchases - Equipment	0	11	0	0	0	0
Total Operating Expenses and Equipment	\$0	\$11,007	\$1,216	\$1,216	\$1,218	\$1,219
Total Budget Request	\$0	\$11,732	\$1,216	\$1,216	\$1,218	\$1,219

Fund Summary

Fund Source - State Operations						
0001 - General Fund	0	11,732	1,216	1,216	1,218	1,219
Total State Operations Expenditures	\$0	\$11,732	\$1,216	\$1,216	\$1,218	\$1,219
Total All Funds	\$0	\$11,732	\$1,216	\$1,216	\$1,218	\$1,219

Program Summary

Program Funding						
4500039 - Information Technology	0	11,127	1,116	1,116	1,118	1,119

4530010 - General Security	0	261	0	0	0	0
4530028 - General Security Overtime	0	244	0	0	0	0
4540032 - Facility Operations	0	100	100	100	100	100
Total All Programs	\$0	\$11,732	\$1,216	\$1,216	\$1,218	\$1,219

Personal Services Details

Salaries and Wages		CY	BY	BY+1	BY+2	BY+3	BY+4
1312	- Staff Info Sys Analyst (Spec) (Eff. 07-01-2017)(LT 06-30-2018)	0	74	0	0	0	0
1337	- Sr Info Sys Analyst (Spec) (Eff. 07-01-2017)(LT 06-30-2018)	0	81	0	0	0	0
9662	- Corr Officer (Eff. 07-01-2017)(LT 06-30-2018)	0	153	0	0	0	0
OT00	- Overtime (Eff. 07-01-2017)(LT 06-30-2018)	0	244	0	0	0	0
Total Salaries and Wages		\$0	\$552	\$0	\$0	\$0	\$0
Staff Benefits							
5150450	- Medicare Taxation	0	4	0	0	0	0
5150500	- OASDI	0	10	0	0	0	0
5150600	- Retirement - General	0	94	0	0	0	0
5150800	- Workers' Compensation	0	11	0	0	0	0
5150820	- Other Post-Employment Benefits (OPEB) Employer Contributions	0	2	0	0	0	0
5150900	- Staff Benefits - Other	0	52	0	0	0	0
Total Staff Benefits		\$0	\$173	\$0	\$0	\$0	\$0
Total Personal Services		\$0	\$725	\$0	\$0	\$0	\$0

Analysis of Problem

A. Budget Request Summary

The California Department of Corrections and Rehabilitation (CDCR) requests \$11.732 million General Fund, of which \$10.516 million is one-time, beginning in fiscal year 2017-18 to implement a video surveillance pilot program at the Central California Women's Facility (CCWF) and to complete implementation of the video surveillance pilot program at High Desert State Prison (HDSP).

This request consists of the following operating expenses and equipment and staff needs:

- 2017-18
 - \$11.2 million for overtime, hardware, software, contract services, travel and other operating expenses and equipment costs.
 - \$532,000 for 4 one-year limited-term positions, as follows:
 - 2 Video Surveillance Correctional Officers.
 - 1 Video Surveillance Sr. Information Systems Analyst (Specialist).
 - 1 Video Surveillance Staff Information Systems Analyst (Specialist).
- 2018-19
 - \$1.216 million ongoing for maintenance for hardware and software.

B. Background/History

CDCR management, staff, and contractors are responsible for managing activities within CDCR's perimeters. However, there are limitations on CDCR's ability to effectively manage all activities due to the large acreages of institutions' buildings and lands and the amount of staff needed to monitor these grounds 24 hours a day. Following a special review at HDSP in 2015, the Office of Inspector General recommended CDCR to "immediately install cameras in all inmate areas, including, but not limited to, the exercise yards, rotundas, building dayrooms, patios, and program offices of HDSP." In 2016, CDCR installed 207 cameras as well as Video Monitoring Software in designated high traffic and large congregation areas within the institution. Advanced video surveillance technology enables institutions to provide more comprehensive monitoring and a heightened level of safety and security. Since the transfer of women offenders from Valley State Prison for Women to CCWF, there has been an increase in violence, and/or attempted suicide, and drug and contraband trafficking. Although video surveillance enhancement is needed at all institutions, CDCR determined that CCWF and HDSP are the institutions with the greatest and most immediate need. While CDCR has policies and procedures in place to prevent suicides, physical incidents, staff misconduct, and contraband trafficking, video surveillance will give CCWF and HDSP the opportunity to use state-of-the-art technology to augment staff resources with objective, available as needed, video cameras.

C. State Level Considerations

The implementation of video surveillance in the institutions is in alignment with the Objectives 2.1: Incident Prevention and 2.2: Drug Interdiction Program of CDCR's strategic plan. Objective 2.1 Incident Prevention states "By June 30, 2016, facilities will reduce the rate of incidents that interfere with orderly facility operations by 20 percent through the implementation of a proactive Incident Prevention Strategy." Objective 2.2 Drug Interdiction Program states "By June 30, 2016; reduce the use of controlled substances and alcohol by 20% in the previously identified 'Intensive' institutions; by 10% at the 8 identified 'Moderate' institutions; and by 5% at all other institutions." Video surveillance is also consistent with the discussion in *An Update to the Future of California Corrections*, published in January 2016. As indicated in this update, "Video monitoring can be a successful deterrent to reducing illegal and negative behavior in prison, thus improving inmate and staff safety."

Analysis of Problem

D. Justification

Video surveillance technology gives CDCR the ability to provide 24/7 comprehensive coverage for all areas where inmate movement occurs. This constant coverage could deter crime and lead to a reduction in suicides, violence, and contraband. It will also provide objective evidence to substantiate or disprove claims of staff misconduct.

CDCR COMPSTAT data for CCWF and HDSP reflect the magnitude of the various incidents which video surveillance can help deter. The data for fiscal year 2015-16 report the following metrics:

- Number of violent incidents
 - HDSP – 173 violent incidents and 9 riots / melees.
 - CCWF – 146 violent incidents and 1 riot / melee.
- Amount of contraband entering institution perimeters
 - HDSP – 39 contraband (cell phones) inmate disciplinary actions.
 - CCWF – 47 contraband (cell phones) inmate disciplinary actions.
- Number of inmate allegations of staff misconduct
 - HDSP – 469 staff complaints.
 - CCWF – 120 staff complaints.
- Number of suicides and attempted suicides
 - HDSP – 2 attempted suicides.
 - CCWF – 11 attempted suicides.

Video surveillance can be utilized as an investigative tool to assist in identifying behaviors that can lead to attempted suicide by offenders, thereby helping to prevent such incidents. CCWF continues to experience interruptions of daily operations as a result of incidents involving inmate-on-inmate or inmate-on-staff violence. High quality visual recordings of incidents will serve to resolve conflicting accounts. Instead of relying on eyewitness accounts when investigating daily disturbances, staff will be able to use video surveillance footage to objectively identify all involved parties for just resolution. Drug and contraband trafficking causes many problems in a prison setting including an increase in assaults, power struggles within the inmate population, establishment of an underground economy, death from drug overdose, staff corruption, and hindering inmates' abilities to benefit from treatment programming. Cell phone possession Rule Violation Reports increased at CCWF by 164% between 2012 and 2015. The use of video surveillance will make it more difficult for individuals to engage in trafficking. The filing of a staff complaint affords an inmate the opportunity to raise a specific issue with an individual for resolution. However, for occasions where staff has been wrongly accused, the use of video monitoring can be used to absolve staff of alleged wrongdoings. Video surveillance acts as a crime deterrent, identifies the need for interventions, provides documentation for those observing proper protocol, and acts as evidence when necessary for internal and external proceedings.

The requested 2 limited-term Correctional Officers, 1 limited-term Senior Information Systems Analyst (Specialist), and 1 limited-term Staff Information Systems Analyst (Specialist) will be instrumental in the implementation and utilization of the new video surveillance system. The Correctional Officers will serve as the video surveillance liaison to local Information Technology and ensure all security patches and updates on all hardware and software are completed. The officers will also monitor inmate activity for suspicious behavior and complete follow-up investigation work pertaining to criminal conduct captured by video surveillance footage. The Senior Information Systems Analyst (Specialist) will manage all aspects of changes to the system for initial implementation and ongoing which includes configuring the system to meet initial and changing business needs, managing processes and procedures for requesting access and changes to the system, providing ongoing training for users of the system and provisioning staff to access the system appropriately. The Staff Information Systems Analyst will contribute to project schedules for each institution implementation and coordinate video surveillance installation activities with institution staff to ensure timely completion of tasks and mitigate negative

Analysis of Problem

impacts to institutional operations. More details regarding the specific tasks for each requested position can be found on Attachment A – Workload Analysis. A staffing study will be conducted after the video surveillance pilot program to determine the number of technical positions that are required to support the system. Ongoing technical funding and position authority will be determined by the study.

The proposal for video surveillance is crucial at this time as the use of this technology will enhance the security at the pilot institutions. Reducing suicides, violence, drugs, and contraband will provide an environment conducive to inmates participating in rehabilitative programs.

E. Outcomes and Accountability

Projected Outcomes

Workload Measure	CY	BY	BY+1	BY+2	BY+3	BY+4
Reduce violent incidents by 20 percent within 18 months of the complete installation of video surveillance equipment at institution in conjunction with various components of other Interdiction efforts.		Receipt of funding, beginning of project, 2 sites implemented.	Violent incidents reduced by 20% at CCWF and HDSP.			
Reduce contraband (drugs, cell phones) entering secure perimeter by 20 percent within 24 months of the complete installation of video surveillance equipment at each institution and in conjunction with various components of other interdiction efforts.		Receipt of funding, beginning of project, 2 sites implemented.	Contraband entering secure perimeter reduced by 10% at CCWF and HDSP.	Contraband entering secure perimeter reduced by 20% at CCWF and HDSP.		
Reduce number of inmate allegations of staff misconduct by 20 percent within 24 months in the institutions. Afford more transparency to substantiate or refute allegations of staff misconduct by 20 percent within the institutions in conjunction with the various components of other interdiction efforts.		Receipt of funding, beginning of project, 2 sites implemented.	Number of inmate allegations of staff misconduct reduced by 20% at CCWF and HDSP.			
Reduce number of attempted suicides by 20% within 18 months of the complete installation of video surveillance equipment at institution site in conjunction with various other interdiction efforts.		Receipt of funding, beginning of project, 2 sites implemented.	Number of attempted suicides reduced by 20% at CCWF and HDSP.			

Analysis of Problem

F. Analysis of All Feasible Alternatives

Alternative 1:

Implement video surveillance technology at perimeters and all internal locations at CCWF and HDSP. This will cost approximately \$11.7 million one-time and \$1.2 million on-going for both sites.

Pros:

- Video surveillance will act as a deterrent to suicides and criminal activities such as violent incidents (inmate on inmate, inmate on staff), drugs and contraband activity, and alleged staff misconduct.
- Video surveillance will monitor activities in inmate movement areas and institution/facility ground perimeters.
- Video surveillance will provide an objective record for allegations against inmates and staff.

Cons:

- Increases General Fund costs.

Alternative 2:

Implement video surveillance technology only at HDSP only. Implement the video surveillance technology over a two year period. This will cost is approximately \$6.2 million one-time spread over two years and \$600,000 on-going.

Pros:

- Video surveillance will act as a deterrent to suicides and criminal activities such as violent incidents (inmate on inmate, inmate on staff), drug and contraband activity, and alleged staff misconduct.
- Video surveillance will monitor activities in inmate movement areas and institution/facility ground perimeters.
- Video surveillance will provide an objective record for allegations against inmates and staff.

Cons:

- Will not be able to establish a pilot program at both a male and a female institution.
- Does not allow comparative analysis for the pilot program to provide justification for implementing video surveillance at the remaining institutions based on the expectation of improvements to safety and security.
- Increases General Fund costs.

Analysis of Problem

Alternative 3:

Implement video surveillance in CCWF and HDSP visiting rooms, yards, and perimeter only. This will cost approximately \$2 million one-time and \$212,000 on-going, per site.

Pros:

- Video surveillance will act as a deterrent to suicides and criminal activities such as violent incidents (inmate on inmate, inmate on staff), drug and contraband activity, and alleged staff misconduct.
- Video surveillance will monitor activities in inmate movement areas and institution ground perimeters.
- Video surveillance will provide an objective record for allegations against inmates and staff.

Cons:

- Does not provide a deterrent or the ability to monitor for incidents throughout all inmate movement areas within the pilot institutions.
- Limits video surveillance ability to provide an objective record for allegations against inmates and staff.
- Limits video surveillance as a deterrent to suicides and criminal activities such as violent incidents (inmate on inmate, inmate on staff) and alleged staff misconduct.
- Increases General Fund costs.

Alternative 4:

Implement video surveillance only within CCWF and HDSP visiting rooms. This will cost approximately \$75,000 per visiting room one-time and \$20,000 on-going per site.

Pros:

- Video surveillance will monitor activities in visiting rooms and act as a deterrent to criminal activities, such as introduction of contraband, in the visiting rooms.
- Lower cost than alternatives 1, 2 and 3.

Cons:

- Does not provide a deterrent or the ability to monitor for incidents throughout the pilot institutions or at the perimeter.
- No video surveillance coverage outside of the visiting rooms to provide an objective record for allegations against inmates and staff.
- No video surveillance coverage outside of the visiting rooms to serve as a deterrent to suicides and criminal activities such as violent incidents (inmate on inmate, inmate on staff) and alleged staff misconduct.
- Increases General Fund costs.

Analysis of Problem

G. Implementation Plan

The video surveillance technology will be implemented at two institutions, CCWF and HDSP, as a pilot program for use of the technology and the development of policies and procedures.

Date	Milestone
July 2017	Receipt of funding, beginning of project
September 2017	Video Surveillance Design Completed
September 2017	Positions Filled
December 2017	Procurements Completed and Equipment Received
February 2018	Equipment Configurations Completed
April 2018	Equipment Delivered to Sites
June 2018	Solution Implementation Complete

H. Supplemental Information

See Attachment A – Workload Analysis

I. Recommendation

Approve Alternative 1 to implement a comprehensive video surveillance pilot program at CCWF and HDSP, aimed at improving the prison environment.

**California Department of Corrections and Rehabilitation
Correctional Video Surveillance Project**

Workload Analysis

Correctional Officer (Video Surveillance Officer)

ACTIVITY TASK	PROJECTED ONGOING WORKLOAD		
	HOURS TO COMPLETE TASK	NUMBER OF TASKS PER YEAR	NUMBER OF HOURS PER YEAR
<i>Specific Task</i>			
Serve as the video surveillance liaison to local IT by ensuring all security patches and updates on all hardware and software are completed.	0.50	445.00	222.50
Verify operability of all hardware and software. Facilitate and coordinate resolution of any issues with local IT support staff.	0.50	445.00	222.50
Monitor inmate activity for suspicious behavior.	3.00	445.00	1,335.00
Follow-up investigation work pertaining to criminal conduct captured by video surveillance footage.	2.50	445.00	1,112.50
Evaluate the video surveillance process, prepare summaries of activities and provide statistical information to institutional administrators and headquarters.	0.50	445.00	222.50
Provide training to institutional staff on how to operate the video surveillance system (e.g., where cameras and monitors are located, operation of a point tilt zoom cameras, etc.).	0.50	445.00	222.50
Provide training to institutional staff on how to collect (download) video surveillance footage and how to process video surveillance footage as evidence, per procedure.	0.50	445.00	222.50
TOTAL HOURS PROJECTED ANNUALLY			3,560.00
TOTAL POSITIONS PROJECTED			2.00

**California Department of Corrections and Rehabilitation
Correctional Video Surveillance Project**

Workload Analysis - 2 locations

Senior Information Systems Analyst (Specialist)

ACTIVITY TASK	PROJECTED ONGOING WORKLOAD		
	HOURS TO COMPLETE TASK	NUMBER OF TASKS PER YEAR	NUMBER OF HOURS PER YEAR
Specific Task			
Work with the Division of Adult Institutions, Facilities Planning and Construction Management, & other Project Stakeholders to determine Institutions' needs and requirements in accordance with project scope, design, specifications and cost estimates of the Video Surveillance Project.	2.00	52.00	104.00
Carry out project management responsibilities required to oversee the planning, scope, and installation of the video surveillance equipment.	2.00	52.00	104.00
Coordinate recurring evaluations of the video surveillance solution. This includes evaluation of the user roles, camera placement and views, appropriate camera presence, correct camera models based on viewing objectives, camera and equipment naming conventions, remote user access and functionality, storage requirements etc..	2.00	8.00	16.00
Manage all aspects of changes to the system for initial implementation and ongoing. This includes configuration of the Video Monitoring Software to meet initial and changing business needs, managing processes and procedures for requesting access and changes to the system, providing ongoing training for users of the system and provisioning staff to access the system appropriately.	1.00	416.00	416.00
Conduct site inspections to confirm that implementation of video surveillance solution meets expectations based on the standard model.	1.00	256.00	256.00
Develop onboarding processes for implementation of video surveillance at each institution.	20.00	1.00	20.00
Coordinates installation activities with Institution staff to ensure timely completion of tasks and mitigate negative impacts to institutional operations.	2.00	148.00	296.00
Manage processes and documentation for change requests related to drops for implementation of video surveillance solution at institutions.	1.00	80.00	80.00
Schedule and attend meetings with Enterprise Information Services & various Project Stakeholders.	1.00	52.00	52.00
Prepare and update project schedules for each institution implementation which includes tasks for equipment, software, configuration, training and provisioning.	1.00	416.00	416.00
Review Drawings and other documentation provided by Vendor for Project Close-Out and to ensure all deliverables are complete.	2.00	8.00	16.00
TOTAL HOURS PROJECTED ANNUALLY			1,776.00
TOTAL POSITIONS PROJECTED			1.00

**California Department of Corrections and Rehabilitation
Correctional Video Surveillance Project**

Workload Analysis - 2 locations

Staff Information Systems Analyst (Specialist)

ACTIVITY TASK	PROJECTED ONGOING WORKLOAD		
	HOURS TO COMPLETE TASK	NUMBER OF TASKS PER YEAR	NUMBER OF HOURS PER YEAR
Specific Task			
Work with Division of Adult Institutions, Facilities Planning and Construction Management, & other Project Stakeholders to determine Institutions' needs and requirements in accordance with project scope, design, specifications and cost estimates of the Video Surveillance Project.	2.00	52.00	104.00
Carry out project tasks to coordinate the planning, scope, and installation of the video surveillance equipment.	2.00	52.00	104.00
Carry out tasks related to changing initiatives resulting from the recurring evaluations of the system and processes. This includes evaluation of the user roles, camera placement and views, appropriate camera presence, correct camera models based on viewing objectives, camera and equipment naming conventions, remote user access and functionality, storage requirements etc..	2.00	8.00	16.00
Carry out tasks associated with supporting the system and users. This includes configuration of the Video Monitoring Software to meet initial and changing business needs, managing processes and procedures for requesting access and changes to the system, providing ongoing training for users of the system and provisioning staff to access the system appropriately.	1.00	416.00	416.00
Participate in site inspections to confirm that implementation of video surveillance solution meets expectations based on the standard model.	1.00	256.00	256.00
Coordinate onboarding processes for implementation of video surveillance at each institution.	20.00	1.00	20.00
Coordinate video surveillance installation activities with Institution staff to ensure timely completion of tasks and mitigate negative impacts to institutional operations.	2.00	148.00	296.00
Document and track change requests related to data drops for implementation of video surveillance solution at institutions.	1.00	80.00	80.00
Attend meetings with Enterprise Information Services & various Project Stakeholders.	1.00	52.00	52.00
Contribute to project schedules for each institution implementation which includes tasks for equipment, software, configuration, training and provisioning.	1.00	416.00	416.00
Manage SharePoint project documentation	1.00	16.00	16.00
TOTAL HOURS PROJECTED ANNUALLY			1,776.00
TOTAL POSITIONS PROJECTED			1.00